



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, December 14, 2015**

Present:

Mayor Brandt
Trustee Grujanac
Trustee McDonough
Trustee Leider
Village Attorney Simon
Chief of Police Kinsey
Public Works Director Woodbury

Trustee Feldman (left at 8:50 p.m.)
Trustee Hancock
Trustee Servi
Village Clerk Mastandrea
Village Manager Burke
Finance Director/Treasurer Peterson
Community & Economic Development
Director McNellis

ROLL CALL

Mayor Brandt called the meeting to order at 8:15 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the November 23, 2015 Committee of the Whole Minutes

The minutes of the November 23, 2015 Committee of the Whole Meeting were approved with the following changes: Item 3.41, paragraph four, should be changed from "Trustee Servi noted some of the surrounding areas do allow Happy Hours which may put Lincolnshire at a negative disadvantage." to **"Trustee Servi noted some of the surrounding areas do allow Happy Hours which may put Lincolnshire at a competitive disadvantage."**

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

- 3.11 Preliminary evaluation of a request for Special Use Permit to ratify operation of a public school including a proposed 24,500 square foot building addition for Half Day School, 239 Olde Half Day Road (Lincolnshire-Prairie View School District 103)**
- 3.12 Preliminary evaluation of a request for Special Use Permit to ratify operation of a public school including a proposed 14,000 square foot building addition for Laura B. Sprague Elementary School, 2425 Riverwoods Road (Lincolnshire-Prairie View School District 103)**

Mayor Brandt opened up Items 3.11 & 3.12 together.

Community & Economic Development Director McNellis provided a summary of the requests for Special Use Permits to ratify operation of

Half Day School and Laura B. Sprague Elementary School for proposed building additions. This is an opportunity to review the additions and look at the uses as a whole. Each school has issues and exceptions to the Code which will need to be addressed within the process. Community & Economic Development Director McNellis stated the petitioner requests referral to the Zoning Board for a Public Hearing then on to the Architectural Review Board (ARB) for the design review. Community & Economic Development Director McNellis introduced Mr. Dave Gassen, Senior Project Architect of Wight & Company and noted Mr. Scott Gaunky and Mr. Dan Stanley are in attendance from School District 103.

Mr. Dave Gassen, Senior Project Architect of Wight & Company, representing School District 103 provided a presentation regarding the proposed additions.

Trustee Feldman asked if parking would be extended. Mr. Gassen stated parking would remain the same at both schools; Half Day School parking would be shifted but total parking would be close to what it currently is. Mr. Gassen noted the addition at Half Day School is to accommodate moving the 5th grade to that facility and it is believed parking will accommodate the additional staff.

Trustee Grujanac stated she was notified there is currently an issue with drop-off and pick-up times and where the parents can safely manage this. Mr. Gassen noted this is a common concern at Half Day School and there is a suggested change in queueing the cars in the pick-up/drop-off spaces. Trustee Grujanac noted she had some concerns from parents who wanted to park and walk their children into school and was told this was not allowed. Mr. Don Mathews with Gewalt Hamilton Associates, engineers for the project, stated his firm has observed drop-off/pick-up at the schools and there are things they are recommending he believes will make the process more efficient; the process will be based upon how staff directs the parents as they are picking up their children, making this process more efficient. Trustee Grujanac noted she was told safety was an issue at the crosswalk or proposed crosswalk. Mayor Brandt stated she and Village Manager Burke met with Scott Warren and the school board to discuss potentially putting in a signalized crosswalk at this location.

Trustee Feldman asked if the schools would be at capacity with the expansions or would there be room for further growth. Mr. Gassen noted currently the expansion is to accommodate the 5th grade moving from Daniel Wright to Half Day School. Mr. Gassen stated there are no plans currently to add capacity to the addition, and it is not immediately necessary to accommodate future growth.

Trustee McDonough asked where the glass would face at Laura B. Sprague School. Mr. Gassen stated the glass would face north and south. Trustee McDonough noted there may be a reflection issue from

the glass on the south side and asked if this had been investigated. Mr. Gassen stated this had not been looked into yet but could be investigated as part of the review process.

There was a consensus of the Board to refer Items 3.11 & 3.12 to the Zoning Board for a Public Hearing.

3.13 Preliminary evaluation of a Major Amendment to Ordinance No. 86-866-03, which approved a PUD for Phase II of the Tri-State International Office Center, to permit wall signage with Sign Code exceptions (GA Tri-State Office Park LLC)

Community & Economic Development Director McNellis provided a summary of the evaluation of a major amendment to the PUD for Phase II of the Tri-State International Office Center, to permit wall signage with sign code exceptions for CDW on their recently renovated buildings and new parking deck. Community & Economic Development Director McNellis stated Kelly Morrissey, representing the Tri-State is in attendance and requests the Board consider an expanded PUD amendment that addresses all tollway facing signage for all buildings on the site rather than only the CDW buildings. Community & Economic Development Director McNellis stated the reason for this request is due to the three buildings south of CDW being equally or slightly further from the tollway and similar in height so there would be some merit in treating the entire center the same. Community & Economic Development Director McNellis noted if the extended request is referred, the request would be for tollway facing signage only, on any building in the Tri-State Center.

Mr. Ted Garnett with Garnett Architects provided a presentation regarding the proposed building signage for CDW.

Trustee Hancock stated it was his concern the parking garage for CDW is very close to the entrance ramp and the size of the proposed signage may be too large. Mr. Garnett noted the signage itself is opaque and edge-lit, so the shading around the edges would be the only thing visible at night. Mr. Garnett noted they do not want it to overwhelm but be visible to those driving; the signs are designed to be seen by individuals driving at slower speeds and hope it is appropriate for the size of the building.

Trustee Servi noted he is in agreement with the visibility of the sign. Trustees Grujanac and Feldman noted they support referring consideration of the proposed signs.

Trustee Leider asked if a comparison was made to the other signage across the interstate from this location. Community & Economic Development Director McNellis noted he does not have a comparison to the size of the other signs but this can be provided to the Zoning Board during the Public Hearing process and report back to the Village Board.

Trustee McDonough asked if the request is for three different sites. Community & Economic Development Director McNellis noted the CDW request is for two signs; one on the building and one on the parking deck. The alternate request is a single tollway-facing sign per building of this scale. Trustee McDonough noted he was not in favor of the alternate request but is in favor of the CDW request. Trustee Grujanac noted her agreement with Trustee McDonough and stated she would like to review any other requests. Village Attorney Simon stated even if the Board approved the scale of the other signage on the non-CDW buildings, any request would need to go before the Zoning Board and Village Board for approval. Trustee McDonough noted if the process of Zoning Board review and Village Board approval is in place, he would be fine with this process applicable to all buildings within the Tri-State business park.

Ms. Kelly Morrissey representing the Tri-State noted she did not want to hold back CDW from getting their request but currently the Tri-State has signed two leases for tenants also interested in tollway or monument signage. Ms. Morrissey stated if there is a way to be uniform with what is allowed on the buildings, this would be beneficial.

There was a consensus of the Board to refer Preliminary evaluation of a Major Amendment to Ordinance No. 86-866-03, which approved a PUD for Phase II of the Tri-State International Office Center, to permit wall signage with Sign Code exceptions with Trustees Hancock's concerns with the size of the parking structure signage to the Architectural Review Board.

There was a consensus of the Board the blanket idea of the larger size be referred to the Zoning Board but each additional sign would need to go through the ARB and to the Village Board for approval.

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration and Discussion of the Use of Village Streets by District 103 Parent-Teacher Organization for a May 21, 2016 5K Walk/Run (District 103 Parent-Teacher Organization)

Public Works Director Woodbury summarized the request of Village streets by District 103 Parent-Teacher Organization for a May 21, 2016 5K walk/run.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.4 Public Safety

3.5 Parks and Recreation

3.51 Consideration and Discussion of a Contract with the Lowest Responsible Bidder, Liberty Prairie Restoration, LLC, Libertyville, Illinois for Natural Areas Maintenance (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of the contract with the lowest responsible bidder, Liberty Prairie Restoration, LLC for natural areas maintenance.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

4.1 Status of Landscape Maintenance on Olde Half Day Road

Trustee Hancock asked for an update regarding the landscape maintenance project on Olde Half Day Road and asked if the proposal would include taking out some landscape foliage discussed at a previous meeting.

Village Manager Burke stated the plans have been revised and submitted to IDOT. The Board will see the bid responses from the revised submittal. Village Manager Burke noted based on discussions with the Board, the revisions included increasing the amount of natural grasses and native plantings; reduced the amount of tree removal; and reduced the amount of crabapple tree removal.

5.0 NEW BUSINESS

5.1 Coyote Concerns

Mayor Brandt stated she received several email concerns regarding coyotes, particularly in the Northampton area. The concerns were the coyotes are more aggressive and residents are concerned for their small dogs. Mayor Brandt asked the Board if they wanted to take action and noted there are some options but the options could be costly.

Trustee McDonough noted coyotes are afraid of people, and there was a situation in the past that the Village addressed but it dealt with a potential public safety concern. Trustee McDonough stated his opinion is that unless they have a dangerous situation as was handled in the past, the Village not act on this issue.

Village Attorney Simon noted there is a page on the Village website addressing this issue and direct concerns. Public Works Director Woodbury noted staff will update the website with additional information to help with concerns. Public Works Director Woodbury stated he spoke to a few contractors that did not suggest doing anything since most likely, the coyotes would return.

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee McDonough moved and Trustee Grujanac seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:50 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk